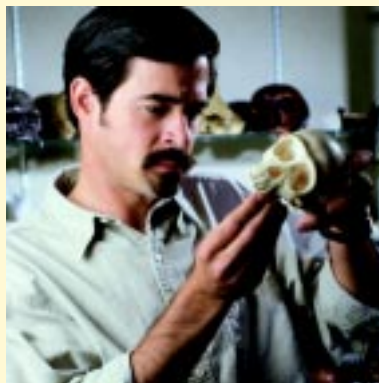


The benefits of belonging



The benefits of belonging

Staff Careers With the University of California

As a member of the University of California staff, you may work in a department or office at one of 10 campus locations throughout California, at one of our 5 medical centers, at one of 3 major Department of Energy laboratories that UC manages, at the UC headquarters office in Oakland, or in the field at a research facility anywhere in the world.

Whatever you do with the University and wherever you do it, you are a valued member of a truly remarkable educational treasure—a vast, practically boundless academic enterprise that is globally respected and acclaimed. For many who choose a career with UC, the primary benefit of belonging is the satisfaction of contributing to the success of a world-class university acknowledged to be among the very finest anywhere engaged in teaching, research, and public service.

The University's large and diverse workforce—totaling more than 156,000 faculty and staff at all locations—is its strength. The multi-campus system encompasses more than 100 schools, colleges, and other facilities and more than 150 academic disciplines; 5 medical schools, 2 dental schools, 3 law schools, and California's only school of veterinary medicine; and a variety of public service programs benefitting the state, the nation, and the world.

UC boasts an extraordinary array of celebrated scholars—among them 20 living Nobel Prize laureates (35 Nobelists since 1939, more than any other public university).

A UC education is the gateway to practically every known profession and avocation. The staff required to administer and support the vast UC system likewise represent just about every known profession and occupational category.

UC career opportunities are many and varied. UC provides exceptional benefits—in addition to the special intellectual and cultural advantages of being a member of the UC community. The University offers excellent terms and conditions of employment, outstanding health and welfare benefits, and programs for a secure retirement that are considered to be among the finest in higher education.

The benefits of belonging reflect the University's commitment to recruiting, rewarding, developing, and retaining employees of the very highest caliber. Our strength depends on it.

Provisions and Privileges of UC Employment—Summary

Following are general highlights of UC's staff personnel provisions.

Eligibility rules under some of these provisions require that an employee work at least 50% time in a career position, or have been employed for a certain period of time. Official provisions affecting you are contained in the personnel policies or collective bargaining contract that applies to your position.

Vacation and holidays Generous vacation accrual in proportion to the percentage of time you work—for most full-time staff, at least 15 working days per year when you start, with the amount increasing based on years of service to a maximum of 24 days annually. UC provides 12 paid holidays a year.

Sick leave Sick leave accrual in proportion to the percentage of time you work—full-time staff earn one 8-hour day each month (up to 12 days maximum per year) with no overall limit.

Other leaves Paid and unpaid leaves of absence for a variety of reasons including work-incurred and other disability; family illness, bereavement, and medical needs; personal needs; and military service.

Professional development UC's policy is to assist and support employees in professional and career development programs by providing flexible work scheduling, release time with or without full or partial pay, full or partial payment of fees and expenses, or full-time professional development leave at full or partial pay.

Compensation Programs Each location establishes its own compensation program (subject as needed to collective bargaining) responding to local market needs.

UC career opportunities Qualified employees may apply for transfer or promotional opportunities throughout the UC system.

Reduced fee enrollment Eligible employees who have been admitted to the University may enroll in regular UC classes through the reduced fee program within established limits on the number of units or classes.

Recognizing your "work/life" issues Local programs and services designed to help employees balance their job and home life responsibilities and obligations, to include childcare facilities and referral services, eldercare counseling and referral, and various approaches to work schedule flexibility and job structuring.

Rehabilitation services Certified rehabilitation counselors at each UC location provide a full range of disability-related assistance, counseling, reasonable accommodation consulting, and referral services to employees and departments with an emphasis on prevention.

Employee assistance Each UC location provides confidential employee assistance counseling and referral services to help employees work through a broad range of personal issues—marital or family difficulties, problems with alcohol or drug use, stress, and other personal difficulties.

Diversity, Equal Employment Opportunity, Affirmative Action

As a federal contractor, UC fulfills EEO and affirmative action responsibilities required by federal law. In keeping with UC policy and state law, UC's affirmative action efforts toward achieving workforce diversity include outreach efforts to encourage women and minorities to apply for jobs, a variety of training and development program opportunities, and provision of equal employment opportunity to all individuals.

Employee protections Informal and formal procedures for complaint and grievance resolution, the investigation and resolution of complaints of sexual harassment, and the reporting of improper governmental activities ("whistleblowing") and protection against retaliation for making such reports.

The extras—local privileges, services, and programs Many UC locations provide a host of special benefits for UC employees and their families, which may include:

- Recreational privileges
- Free or discounted admission to cultural and athletic events
- Library and bookstore privileges
- Housing and rental assistance
- Credit unions
- Parking and various transportation services (UC provides pretax payroll deduction for qualified transportation expenses)
- Early childhood education programs
- Security and disaster preparedness programs

Health and Welfare Plan Summary

	Premiums Paid By	Eligible Appointment*		
		Career	Limited Career	Core
Health Care				
Medical—Career Your choice of health maintenance organization (HMO), fee-for-service plan, or point-of-service (POS) plan. If you make no election, single-party coverage is automatic under the Core plan. Currently, UC provides a contribution covering family coverage in the amount of the lowest cost HMO.	You and UC	•	•	
		OR	OR	
Medical—Core Single-party coverage is automatic under the Core plan. Plan pays 80% of covered charges after a \$3,000 annual per-person deductible. Pays 100% after your out-of-pocket costs reach \$7,600 for an individual.	UC	•	•	•
Dental Choice of two dental plans; Delta Dental, a fee-for-service plan, or PMI, a prepaid plan available in California only. Both cover preventive, basic, and prosthetic dentistry, as well as orthodontics. If you make no election, single-party coverage is automatic under Delta Dental.	UC	•		
Vision Plan covers a variety of vision care services including eye exams, corrective lenses, and frames. If you make no election, single-party coverage is automatic.	UC	•		
Disability Insurance				
University-Paid Disability Provides basic coverage for total disabilities due to injury, illness, or pregnancy. Pays part of your salary for up to six months, after a waiting period. Injuries and illness must not be work related.	UC	•		
Employee-Paid Disability Provides extended coverage for work-related and nonwork-related total disabilities due to injuries, illness, or pregnancy. Combined with University-Paid Disability and other sources of income, pays up to 70% of your eligible monthly salary for short- and long-term disability. You choose a waiting period of 7, 30, 90, or 180 days.	You	•		
Workers' Compensation Provides state-mandated coverage for work-related injuries.	UC	•	•	•

*Definitions

Career Appointment

- You are a member of a UC-sponsored defined benefit retirement plan (such as the University of California Retirement Plan) and
- You are appointed to work at least 50% time for a year or more—or your appointment form shows that your ending date is for funding purposes only and that your employment is intended to continue for more than a year—and

- Your average regular paid time is at least 20 hours a week.

Limited Career Appointment

- You are appointed to work 100% time for at least three months and
 - Your average regular paid time is at least 20 hours a week.
- or**
- You are appointed to work at least 50% time for a year or more—or your appointment form shows that your ending date is for funding purposes only and that your

employment is intended to continue for more than a year—and

- Your average regular paid time is at least 20 hours a week **but**
- You are **not** a member of a UC-sponsored defined benefit retirement plan.

Core Appointment

- You are appointed to work at least 43.75% time and
- Your average regular paid time is at least 17.5 hours a week.

Health and Welfare Plan Summary

	Premiums Paid By	Eligible Appointment*		
		Career	Limited Career	Core
Life and Accident Insurance				
University-Paid Career Life Provides career employees with life insurance equal to your annual base salary, up to \$50,000. Coverage is adjusted if your appointment is less than 100% time.	UC	•		
University-Paid Core Life Provides core or limited career employees with \$5,000 of life insurance.	UC		•	•
Employee-Paid Life Provides additional life insurance at group rates. You may insure yourself for up to four times your annual salary (to \$1,000,000 maximum). Senior managers are eligible for additional coverage of two times annual salary.	You	•	•	
Basic Dependent Life Provides \$5,000 of coverage for your spouse and each child.	You	•	•	
Expanded Dependent Life Covers your spouse for 50% (up to \$200,000) of your Employee-Paid Life amount and covers each child for \$10,000.	You	•	•	
Accidental Death and Dismemberment Provides up to \$500,000 protection for you and your family for accidental death, loss of limb, sight, speech, or hearing, or for complete and irreversible paralysis.	You	•	•	•
Business Travel Accident Provides \$100,000 coverage (\$250,000 for senior managers) when you travel on official UC business.	UC	•	•	•
Other Insurance				
Legal Expense Provides basic legal assistance for preventive, domestic, consumer, and limited defensive legal services.	You	•		
Automobile and Homeowner/Renter Individually underwritten plan provides coverage for cars, boats, motorcycles, homes, and apartments.	You	•	•	
Tax-Savings Programs				
Dependent Care Assistance Program (DepCare) Lowers your taxable income by allowing you to pay for up to \$2,500 or \$5,000 of eligible dependent care expenses on a pretax basis, depending on your tax filing status.	Pretax reductions in your pay	•	•	
Tax Savings on Insurance Premiums (TIP) Lowers your taxable income by allowing you to pay health plan premiums (if any) on a pretax basis.	Pretax reductions in your pay	•	•	•

Retirement, Savings, and Investment Summary

Participation is

Voluntary

Mandatory/
Automatic

University of California Retirement System (UCRS)

University of California Retirement Plan (UCRP) Provides monthly retirement income, disability benefits, survivor income, and death benefits. Members vested after earning five years of service credit. Vested members may retire at age 50. Pension benefits determined by a formula based on age, years of service, and highest average salary. Alternative options include a lump sum cashout. (Members who elect the lump sum cashout forfeit rights to future retirement, survivor, disability, and retiree health benefits.)

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Defined Contribution Plan Pretax Account Participation is mandatory in the amount of 2% of pay currently for most UC employees. Contributions may be directed to one of six UC-managed investment funds or to mutual funds managed by Fidelity Investments. Account balances may be transferred monthly. Contributions reduce annual taxable income. Income taxes on contributions and earnings are deferred. No withdrawals until you stop working for UC.

•

Defined Contribution Plan After-Tax Account Participation is voluntary. Contributions may be directed to one of six UC-managed investment funds or to mutual funds managed by Fidelity Investments. May roll over money from other employer-sponsored plans. Account balances may be transferred monthly. Income taxes on earnings deferred. Full or partial withdrawals may be taken once a month, even while working for UC. (Earnings on withdrawals before age 59½ may be subject to tax penalties.)

•

Tax-Deferred 403(b) Plan Participation is voluntary. Contributions may be directed to one of six UC-managed investment funds or to mutual funds managed by Fidelity Investments or the Calvert Group. Contribution amount may be changed monthly. (IRS limits maximum allowable contribution.) Account balances may be transferred monthly. May borrow from Plan balance. Contributions reduce annual taxable income. Income taxes on contributions and earnings are deferred.

•

Other Savings and Investment Products

American Century Investments Benham California Tax-Free and Municipal Funds can be purchased through voluntary payroll deductions. These funds offer tax-free dividend income and liquidity. Dividend may be paid in cash or reinvested.

•

U.S. Savings Bonds UC employees may also buy U.S. Savings Bonds (Series EE) through convenient payroll deduction. Free from state/local taxes. Defer federal taxes on interest. (Savings bonds carry an additional tax savings if used to pay for college education.) Six-month wait to redeem. Three-month interest penalty if redeemed before five years.

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In this booklet you have read about a broad array of benefits and employment conditions that you can enjoy by working for the University of California. This information is only a general overview, but more detailed information is available to you from a number of sources.

Detailed employee literature and personal assistance on employment and benefits matters are available in

the Human Resources office at each University campus and location. You may also obtain comprehensive information on the Internet at the following two sites:

- Employee provisions, personnel policies, and labor contracts—
www.ucop.edu/humres
- UC HR/Benefits—
www.ucop.edu/bencom

If you are considering University employment, feel free to use these sources of information to learn more about the advantages of working at UC. If you are just beginning a UC appointment, you can use these resources to obtain assistance in making the important choices and decisions about your benefits options that are available.

Enjoy the benefits of belonging!

Official provisions governing the terms and conditions of employment for University staff are contained in the applicable staff personnel policies or collective bargaining contracts.

By authority of The Regents, University of California Human Resources and Benefits, located in Oakland, administers all benefit plans in accordance with applicable plan documents and regulations, custodial agreements, University of California Group Insurance Regulations, group insurance contracts, and state and federal laws. No person is authorized to provide benefits information not contained in these source documents, and information not contained in these source documents cannot be relied upon as having been authorized by The Regents. Source documents are available for inspection upon request (1-800-888-8267). What is written here does not constitute a guarantee of plan coverage or benefits—particular rules and eligibility requirements must be met before benefits can be received. The University of California intends to continue the benefits described here indefinitely; however, the benefits of all employees, annuitants, and plan beneficiaries are subject to change or termination at the time of contract renewal or at any other time by the University or other governing authorities. The University also reserves the right to determine new premiums and employer contributions at any time. Health and welfare benefits are subject to legislative appropriation and are not accrued or vested benefit entitlements. If you belong to an exclusively represented bargaining unit, some of your benefits may differ from the ones described here. Contact your Human Resources Office for more information.

The Consolidated Omnibus Budget Reconciliation Act of 1985 (COBRA) provides for continued coverage for a certain period of time at applicable monthly COBRA rates if you, your spouse, or your dependents lose group medical, dental, or vision coverage because you terminate employment (for reasons other than gross misconduct); your work hours are reduced below the eligible status for these benefits; you die, divorce, or are legally separated; or a child ceases to be an eligible dependent. Note: The continuation period is calculated from the earliest of these qualifying events and runs concurrently with any other UC options for continued coverage. See your Benefits Representative for more information.

In conformance with applicable law and University policy, the University is an affirmative action/equal opportunity employer. Please send inquiries regarding the University's affirmative action and equal opportunity policies for staff to Director Mattie Williams and for faculty to Executive Director Sheila O'Rourke, both at this address: University of California Office of the President, 1111 Franklin Street, Oakland, CA 94607.

Website addresses: www.ucop.edu/bencom
www.ucop.edu/humres



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